



# Tally.ERP9 Add-On

## **SalesMan Commission Module**

ZADOK SYSTEMS

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## Introduction

The Manufacturing & Trading Industries has to arrive & pay the commission/brokerage amount to their Salesman/Agent/Broker based on the credit days in difference commission %age on successful receipt of the amount against a sales.

This Add-on facilitates the user to allocate different commission %age for different credit days for their Salesman. Once the salesman is allocated in Sales voucher the exact commission amount would be computed for the **Net sales value** upon the receipt of the payment in Tally.ERP9 Software.

*Net Sales Value = Sales Amount (-) Discount (-) Sales return amount*

*Commission amount = Commission %age (\*) Net Sales value*

### **Important!!!**

As a best practice it is advisable to back up your company data

## Prerequisites

To use this feature follow these Steps

Gateway of Tally -> Features (F11) -> Accounts (F1) -> Enable SalesMan Commission Module? Yes

## Masters

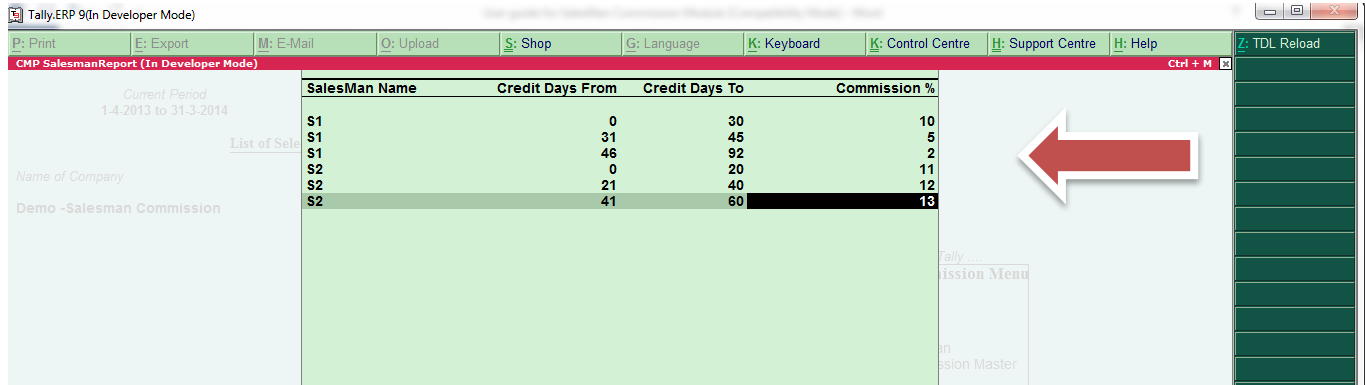
1. Create "SalesMan" Master.

➤ Gateway of Tally -> Salesman Commission Reports -> Create SalesMan

The screenshot shows the Tally.ERP 9 software interface in Developer Mode. The main window is titled "Create/Alter Salesman" and displays a list of selected companies. The list contains two entries: "1. S1" and "2. S2". A red arrow points to the "S1" entry. The background shows the "Salesman Commission Menu" with options for Masters, Reports, and Quit. The menu items are: Masters (Create SalesMan, CReate Commission Master), Reports (Single SalesMan Report, All SalesMen Report), and Quit.

## 2. Create "Commission Master".

➤ Gateway of Tally -> Salesman Commission Reports -> Create Commission master

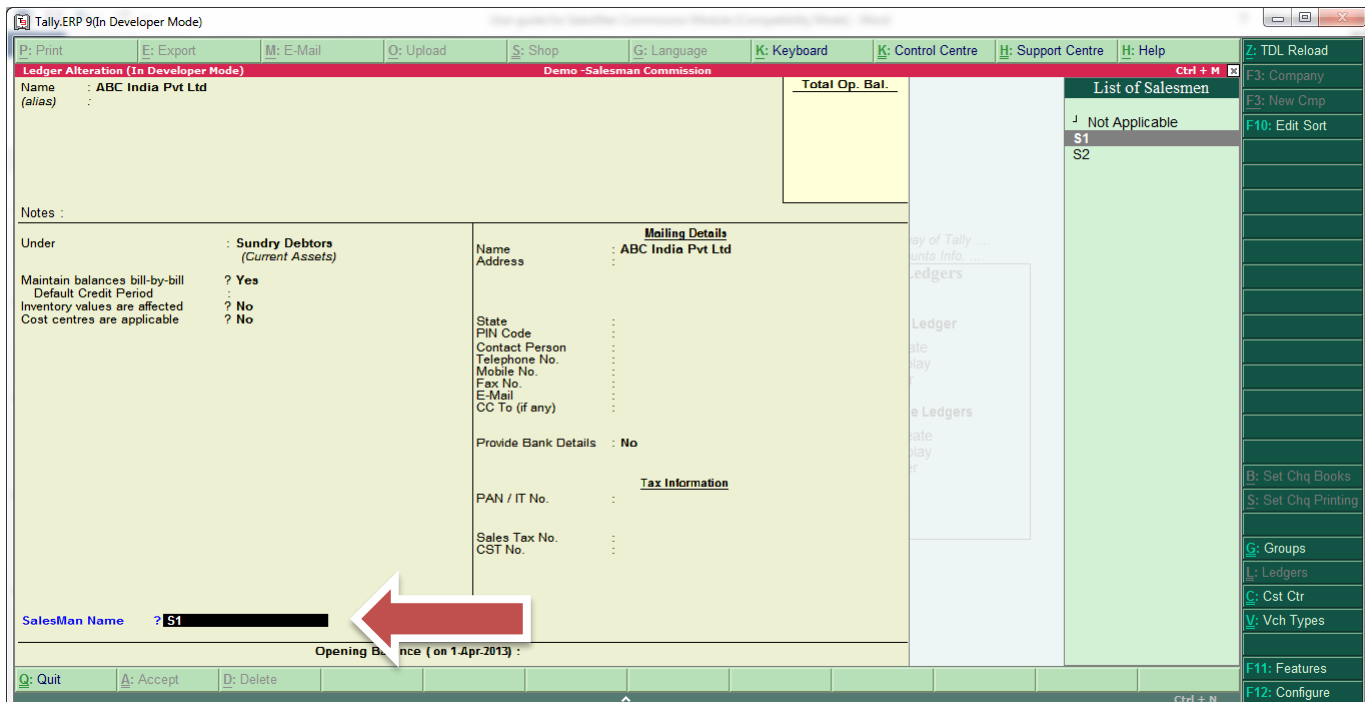


SalesMan Name	Credit Days From	Credit Days To	Commission %
S1	0	30	10
S1	31	45	5
S1	46	92	2
S2	0	20	11
S2	21	40	12
S2	41	60	13

## 3. Allocate "Sales Man" in Party Ledger Master if you've only one salesman for a party

*(It is not mandatory & set "Not applicable" incase if a party has more than a sales man, if you do use more than one "Sales Man" for a party then salesman can be allocated in sales voucher itself)*

➤ Gateway of Tally -> Accounts Info -> Ledger -> Alter



**Name** : ABC India Pvt Ltd  
(alias)

**Total Op. Bal.**

**List of Salesmen**

- Not Applicable
- S1
- S2

**Notes :**

Under : Sundry Debtors (Current Assets)

Maintain balances bill-by-bill ? Yes  
Default Credit Period ?  
Inventory values are affected ? No  
Cost centres are applicable ? No

**Mailing Details**

Name : ABC India Pvt Ltd  
Address :  
State :  
PIN Code :  
Contact Person :  
Telephone No. :  
Mobile No. :  
Fax No. :  
E-Mail :  
CC To (if any) :

Provide Bank Details : No

**Tax Information**

PAN / IT No. :  
Sales Tax No. :  
CST No. :

**SalesMan Name** : S1

Opening Balance (on 1.Apr.2013) :

## Transactions

4. Choose the Sales Man while you enter Sales voucher as follows

### **Note:**

- Sales voucher can be entered in Invoice & Voucher(single/double entry) modes
- Discount Ledger Name should contain "Discount" in-order to deduct discount amount in commission amount.

Tally.ERP 9(In Developer Mode)

Accounting Voucher Alteration (Secondary) (In Developer Mode) Demo -Salesman Commission Ctrl + M

Sales No. 9 Ref.: 2 Aug 2013 Friday

Party's A/c Name : Party 123  
Current Balance : 890.00 Dr  
Sales Ledger : Sales

Name of Item	Quantity	Rate per	Amount
Item 1	2 Nos	100.00 Nos	200.00
Discount		(-)10 %	(-)20.00
Outputvat@5%		5 %	10.00

SalesMan Name : S1

Narration: 2 Nos 190.00

Q: Quit A: Accept D: Delete X: Cancel Ctrl + N

Tally MAIN --> Gateway of Tally --> Display Menu --> Statements of Inventory --> Statistics --> Voucher Monthly Register --... (c) Tally Solutions Pvt. Ltd., 1988-2015 Mon, 25 Apr, 2016 11:23:43

5. Pass a Payment voucher for commission settlement as follows

### **Note:**

- Commission Ledger Name should contain "Commission" in-order display the same in Report
- Sales voucher No has to be selected as follows to allocate the commission paid in report.
- Settling the commission for one sales using one payment voucher would be the best practice to generate the commission report.

Tally.ERP 9(In Developer Mode)

P: Print E: Export M: E-Mail O: Upload S: Shop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

Accounting Voucher: Alteration (Secondary) (In Developer Mode) Demo -Salesman Commission Ctrl + M

Payment No. 3 1-Jul-2013 Monday

Particulars	Debit	Credit
Dr Commission Cur Bal: 3,944.00 Dr	1,222.00	
Cr Cash Cur Bal: 1,84,038.00 Dr		1,222.00
	<b>1,222.00</b>	<b>1,222.00</b>

SalesMan Commission Payment ? Yes  
Select SalesMan Bill No : 4  
Narration:

Q: Quit A: Accept D: Delete X: Cancel

Tally MAIN --> Gateway of Tally --> Display Menu --> Statements of Inventory --> Statistics --> Voucher Monthly Register -->

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## Reports

6. Go to *Gateway of Tally -> Salesman Commission Reports -> Single Salesman Report*

### Single Salesman Report

Select a Sales man to get the Salesman Commission Report

Use **F5 (Party Filter)** to filter the report for single party & **Alt+F1** for get detailed voucher view

(Print, Email, Export, Upload options will be available only in licensed version)

Tally.ERP 9(In Developer Mode)

P: Print E: Export M: E-Mail O: Upload S: Shop G: Language K: Keyboard K: Control Centre H: Support Centre H: Help

SalesMan Commission Report (In Developer Mode) Demo -Salesman Commission Ctrl + M

SalesMan : S1 1-Apr-2013 to 31-Mar-2014

Party Name	Bill No	Bill Date	Bill Amount	Received Amount	Net Sales Amount	Comm. %age	Commission Amount	Commission Paid	Balance
Party XYZ	1	1-Apr-2013	52,500.00	52,500.00	50,000.00	5 %	2,500.00	2,500.00	
Party XYZ	3	2-May-2013	60,000.00	60,000.00	60,000.00	10 %	6,000.00		6,000.00
Party Abc	4	1-Jun-2013	25,662.00	25,662.00	24,440.00	10 %	2,444.00	1,444.00	1,000.00
ABC India Pvt Ltd	10	2-Aug-2013	9,950.00	9,950.00	9,820.00	10 %	982.00		982.00
Party OPQ	11	2-Aug-2013	1,000.00	1,000.00	1,000.00	2 %	20.00		20.00
<b>Total</b>			<b>1,49,112.00</b>	<b>1,49,112.00</b>	<b>1,45,260.00</b>		<b>11,946.00</b>	<b>3,944.00</b>	<b>8,002.00</b>

Q: Quit

Tally MAIN --> Gateway of Tally --> SalesMan Commission Menu --> SalesManPendings --> SalesMan Commission Report

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7. Go to *Gateway of Tally -> Salesman Commission Reports -> All Salesmen Report*

**All Salesmen Report**

Use **F5 (Party Filter)** to filter the report for single party & **Alt+F1** for get detailed voucher view

(Print, Email, Export, Upload options will be available only in licensed version)

Tally.ERP 9(In Developer Mode)										
SalesMan Commission Report (In Developer Mode) Demo -Salesman Commission Ctrl + M										
All SalesMen Commission Report 1-Apr-2013 to 1-Oct-2013										
Party Name	Bill No	Bill Date	Bill Amount	Received Amount	Net Sales Amount	Comm. %age	Commission Amount	Commission Paid	Balance	
Party XYZ	1	1-Apr-2013	52,500.00	52,500.00	50,000.00	5 %	2,500.00	2,500.00		
Party OPQ	2	1-Apr-2013	40,000.00	40,000.00	39,000.00	12 %	4,680.00		4,680.00	
Party XYZ	3	2-May-2013	60,000.00	60,000.00	60,000.00	10 %	6,000.00		6,000.00	
Party Abc	4	1-Jun-2013	25,662.00	25,662.00	24,440.00	10 %	2,444.00	1,444.00	1,000.00	
ABC India Pvt Ltd	10	2-Aug-2013	9,950.00	9,950.00	9,820.00	10 %	982.00		982.00	
Party OPQ	11	2-Aug-2013	1,000.00	1,000.00	1,000.00	2 %	20.00		20.00	
<b>Total</b>			<b>1,89,112.00</b>	<b>1,89,112.00</b>	<b>1,84,260.00</b>		<b>16,626.00</b>	<b>3,944.00</b>	<b>12,682.00</b>	

# FAQ

## **Which version/releases of Tally.ERP 9 does the add-on support?**

This add-on will work only with Tally.ERP 9 Series A, release 3.0 onwards.

## **How to buy this Add-on?**

Just visit our website <http://zadoksystems.com/salesman-commission> Sign up and place your order and pays by Online Transfer (NEFT) / Cheque / Cash Deposit. Once the Order has completed and payment made, we will send you the Add-on by e-Mail.

## **Will new features added be available to us?**

We offer one year availability of all support and new features free of cost. After one year, nominal subscription cost will be applicable to you to continue to get free support and updates.

## **What will happen after one year?**

20% of the MRP will be charged, in case free support and updates will be required by you.

## **How will I get support for this Add-on?**

For any functional support requirements please do write to us on [info@zadoksystems.com](mailto:info@zadoksystems.com) or call us at +91-9003144582.

## **If I need some enhancement / changes to be incorporated for the add-on, whom should I contact?**

Please to write to us on [info@zadoksystems.com](mailto:info@zadoksystems.com) with your additional requirements and we will revert to you in 24 hours.